

Project Coordinator Position for Study of Infant Behavioral and Brain Development
University of Illinois at Urbana-Champaign

The Interdisciplinary Lab for Social Development is seeking a full-time Project Coordinator for the [Infant Development Project](#), which is an NIH-funded study of mother-infant interaction processes and infant neural, physiological and behavioral development during the first year of life. The Project Coordinator will be responsible for overseeing the day-to-day activities of the research project, including data collection, data management, and training/supervision of research assistants.

Responsibilities include:

- Coordinating and supervising research visits
- Administering standardized assessments of infant development
- Training and supervising undergraduate research assistants
- Managing research project documents and data files
- Administering participant online questionnaires and payments
- Overseeing equipment and maintenance required for the research project

Minimum requirements:

- Bachelor's degree in the behavioral or social sciences (e.g., psychology, human development, education, or speech & hearing sciences), with at least one year of significant research experience.
- Must have outstanding communication and interpersonal skills, excellent ability to organize and balance multiple tasks, and demonstrated ability to complete tasks accurately.
- Must have high levels of experience and comfort working with infants and young children
- Must have flexible schedule and availability, including evenings and weekends.

Preferred experience/skills: Research with young children and families, prior experience with observational, psychophysiological (ECG, EEG) and/or neuroimaging research procedures; skills in web design and/or computer programming; familiarity with statistical software packages (e.g., SPSS, Mplus).

Application Process: Review of applications will begin immediately. Please send a letter of interest, resume, transcript (unofficial copy) and the names and contact information for two references to Dr. Nancy McElwain at mcelwn@illinois.edu. For further information, please contact Dr. McElwain at mcelwn@illinois.edu or (217) 244-7168.

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